

R-2INST

REQUEST FOR SPECIAL TRANSPORTATION - INSTRUCTIONS

S.C. Code Reg. § 43-80(D). "Five-year-old through grade 12 public school pupils that have temporary physical handicaps or have a chronic disorder of lengthy duration may have their parents or guardians apply for these students to receive special school bus transportation services. The application process is as follows: 1. Secure appropriate forms from the District Superintendent. 2. Have the pupil examined by a licensed medical doctor and receive a written statement from the licensed medical doctor to the effect that without special school bus transportation service, unusual hardship will be experienced by the pupil in walking the required distance to the regular route. 3. Submit the statement from the licensed medical doctor to the District Superintendent for approval. 4. The District Superintendent shall submit the health statement with a Request For Special School Bus Transportation Service approval to the local representative of the State Department of Education. Approval by the State Department of Education shall be required before a change in a school bus route for this purpose becomes official. 5. Approval for such a change in school bus routes shall terminate at the time the pupil no longer qualifies for special school bus transportation service, or when the pupil for whom the service was intended has moved residences."

Parents or guardians of school pupils who have physical handicaps such as inability to walk or having a chronic disorder of lengthy duration may apply for special school bus transportation service for such pupils in the following manner:

- a. Have the pupil examined by a **licensed medical doctor**.
- b. Receive a written statement from a **licensed medical doctor** to the effect that without special school bus transportation service the pupil, in walking the required distance to the regular route, experiences unusual hardship.
- c. Submit the statement from a **licensed medical doctor** to the **District Superintendent** for approval.
- d. The **District Superintendent** shall submit the statement with a request for special school bus transportation service to the local representative of State Department of Education for approval. Approval by the State Department of Education shall be required **before** a change in a school bus route for this purpose becomes official.
- e. Approval for such a change in a school bus route shall **terminate at the time the pupil no longer qualifies for special school bus transportation service, or when the pupil for whom the services was intended has moved to a different residence**.

PROCEDURE FOR SUBMITTING REQUEST

1. Sections 1, 2, and 3, must be completed as indicated.
2. District Superintendent will forward request to County Supervisor of Transportation for completion of Item #4.
3. After approval or disapproval by the County Supervisor of Transportation, South Carolina Department of Education, a copy will be returned to the District Superintendent of Education.
4. District Superintendents are requested **not** to provide transportation **until notice of approval has been received**.
5. County Supervisor of Transportation shall keep approved copy on file until such time that the pupil no longer qualifies for special school bus transportation service.